



MEDIA ADVISORY

STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES

FOR IMMEDIATE RELEASE

SEPTEMBER 9, 2003

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ATTENTION: CALENDAR EDITORS

HOW TO RUN A QUALITY CHILD CARE OPERATION

COURSES OFFERED AT SOUTHWEST TENNESSEE COMMUNITY COLLEGE FOR CURRENT
AND FUTURE BUSINESS OWNERS

- WHAT:** The Tennessee Child Care Facilities Corporation (TCCFC) is conducting a five part series of informative seminars focusing on the ABCs of starting and operating a child care business. Topics for the month of September include **Legal Aspects of a Business, Developing a Business Plan, Record Keeping/Accounting/Tax Planning and Developing a Budget.**
- WHEN:** Saturday, September 20, 2003 and Saturday, September 27, 2003
9:00 a.m. – 12:30 p.m.
- WHERE:** Southwest Tennessee Community College
737 Union Avenue, Building A - Room 218
- MORE:** The classes will focus on several topics, including legal issues in early childhood programs, establishing a for-profit or not-for-profit business, and funding issues relating to operating and sustaining a childcare business. These small business seminar hours can be used to satisfy the training hours required by DHS Licensing. Pre-registration is required.

Cost of the session is \$20 per person.

The Tennessee Child Care Facilities Corporation (TCCFC) was established in 1989 by the Tennessee General Assembly to assist in meeting the financial needs of Tennessee's child care industry. In addition, TCCFC conducts training seminars and workshops in the area of small business management and organizational development.

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